



**MICHIGAN DEPARTMENT OF NATURAL RESOURCES
OFFICE OF THE GREAT LAKES
COASTAL ZONE MANAGEMENT PROGRAM
COASTAL HEALTHY HABITAT, WATERS AND COMMUNITIES INITIATIVE GRANT FUNDING OPPORTUNITY**
The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended.

Coastal Zone Management Program Coastal Healthy Habitat, Waters and Communities Initiative

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I. Introduction

Bordered by four Great Lakes, Michigan is graced with the world's longest freshwater coastline containing vibrant communities and coastal habitats. The Michigan Coastal Zone Management (CZM) Program, housed in the Office of the Great Lakes, is committed to protecting, managing, and restoring healthy coastal habitats and ensuring water quality.

Healthy habitats and waters offer recreational and tourism opportunities in addition to a variety of beneficial ecological services. Coastal wetlands serve a vital function as habitat for plant and wildlife species, helps maintain water quality, provides flood storage and erosion control. Michigan has the world's largest expanse of freshwater sand dunes and many miles of beaches providing not only scenic beauty and abundant recreational opportunities, but also provides habitat and erosion control benefits. These coastal ecosystems support important resources, improve quality of water, provide recreational opportunities for the public's use and enjoyment, and increase the resilience of Michigan's coastal communities to the effects of changing climate conditions.

The CZM Program is pleased to announce this special funding opportunity made available by the National Oceanic and Atmospheric Administration (NOAA), pursuant to the Coastal Zone Management Act (CZMA) of 1972. The CZM Program anticipates \$300,000 in grant funds available in the funding cycle covered by this Grant Funding Opportunity (GFO).

This GFO seeks planning projects that support CZM Program's mission to preserve, protect, restore, and enhance coastal ecosystems and facilitate nature-based infrastructure solutions while improving access to the coast to enhance public use and enjoyment. Successful planning projects selected may be considered for future Department of Natural Resource funding.

The documents referenced in this GFO can be found at www.michigan.gov/coastalmanagement.

Complete applications will be evaluated for funding based on the following considerations:

- Extent to which the project furthers CZM Program Objectives.
- Clearly identifies the area covered by the planning project.
- Overall quality and clarity of the application.
- Organizational capability of the applicant to complete the project as proposed.
- Project readiness and feasibility for completion within the specified grant period.
- Cost-effectiveness.
- Degree of public benefit to be derived from the project.
- Measurability of project results.
- Level of local support.

The CZM Program encourages interested applicants to contact program staff early in the proposal development process for assistance and guidance. Questions may be directed to:

Karen Rae Boase, Coastal Habitat Coordinator
Phone: (517) 284-5037
Email: BoaseK@michigan.gov

Madeleine Gorman, Water Quality Coordinator
Phone: (517) 284-5042
Email: GormanM1@michigan.gov

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II. CZM Program Objectives

The CZM Program provides technical assistance and funding opportunities to local partners for creative coastal projects to assist in the development of vibrant and resilient coastal communities through the

preservation, protection, restoring, and enhancing coastal ecosystems and ensuring water quality and facilitating nature-based solutions.

III. Planning Project Considerations

Consideration will be given to projects that contain one or more of the following elements:

- Planning projects that lead to implementation.
- Enhance coastal habitats and water quality, utilizing nature-based solutions that creates and enhance safe access for the public.
- Incorporate community engagement and outreach, including design and installation of interpretative signage/display.
- Demonstrate the interconnectedness between the protection of critical coastal resources such as beaches, coastal wetlands, sand dunes, and high-quality waters.
- Build knowledge and utilize metrics on the methodologies, effectiveness, costs, and challenges associated with implementing nature-based infrastructure solutions.
- Develop and/or utilize metrics for tracking the water quality impacts of the project and incorporate data collection into the project work plan.
- Provide protection for coastal resources, including activities to prevent the introduction and spread of new invasive species such as design and installation of interpretive signage/displays at high quality sites or cleaning/disposal stations for boaters and other recreational users.
- Decreases a coastal community's negative impacts on their water quality through increased stormwater infiltration, decreased pollutant loading, and decreased impervious surfaces.
- Recognize the connections between protecting coastal habitats and achieving healthy coastal waters.

Note: Planning projects shall be located entirely within the approved Michigan CZM Program coastal boundary.

IV. Funding Availability

A. Who is Eligible

- Coastal units of government including cities, counties, villages and townships.
- Regional planning agencies.
- Universities and school districts.
- Tribal governments.

B. Who is Ineligible

An applicant for whom any of the following existing conditions prior to this GFO is not eligible for funding:

- Inability to demonstrate financial stability.
- History of inability to manage or meet DNR contractual terms and conditions.

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C. Grant Amounts

No less than \$10,000 and no greater than \$100,000.

D. Match Requirement

A one-to-one, non-federal match is required for all projects. Applicants are to provide documentation of committed match funds. Match may be in the form of cash, in-kind services, or donations.

E. Project Award Period

The anticipated project start date is January 1, 2019, with an end date no later than December 31, 2019. Projects will be evaluated on project readiness and feasibility for completion within this time frame.

F. Ineligible Uses for Grant Funds

- Land acquisition projects.
- Plans and designs for general recreational and athletic facilities, such as playground equipment, ball fields and courts.
- Plans and designs for restroom facilities.
- Dredging projects, including removal of contaminated sediments.
- Purchase of general purpose equipment, such as computers, cameras and/or printers.
- Large-scale beach renourishment projects.
- Shoreline hardened erosion control structures, such as groins, seawalls, etc.
- Private entity benefit.
- Permit fees.

G. Application Deadline

Complete applications must be postmarked or hand-delivered no later than September 4, 2018.

H. Application Submittal

Provide an electronic copy of the application (MS Word, PDF, or other text file) and associated materials as described below on a CD or USB flash drive (non-returnable) with a hard copy of the complete package submitted, including a cover letter signed by an authorized representative of the applicant on the applicant's letterhead.

Note: Faxed or e-mailed submissions will not be accepted. Late or incomplete applications will not be considered for funding.

V. Information for Applicants

Applications are considered public information under the Michigan Freedom of Information Act, PA 442 of 1976, as amended.

Successful applicants will be required to enter into a grant agreement with the DNR which includes standard terms and conditions, which are not subject to modifications. Failure of a successful applicant to accept these obligations will result in withdrawal of grant offer.

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VI. Application Package

Applications can be no more than 12 pages in length with text no smaller than 11-point font size. Maps, photographs, illustrations, and letters of resolution and support are not subject to overall application page limit.

A cover letter signed by an authorized representative of the applicant and on the applicant's letterhead must accompany the application. Applications are to be submitted to the following:

Ronda Wuycheck, Program Manager
Michigan Coastal Zone Management Program
Office of the Great Lakes
Department of Natural Resources
P.O. Box 30028
Lansing, Michigan 48909-7528

A. Application Cover Page

The cover page should list the project title, location (e.g., city, township, village), county and the relevant Great Lake or connecting waterway. It must clearly state the grant amount requested, match amount provided, and total project cost. Information about the applicant must include:

- Applicant agency or organization name.
- Applicant mailing address.
- Authorized representative's e-mail address.
- Authorized representative's telephone number.
- Vendor ID/Address code.
- Applicant Federal ID number.
- Applicant DUNS number.
- Name, title and contact information of an organization contact person, if different from that of the applicant's authorized representative.
- Congressional District, State Senate District and State House District numbers of the project location.

B. Proposed Project Summary

Provide a summary (150 words or less) of the proposed project to explain the scope, coastal resources that are the focus of the effort, coastal significance and primary outcomes of the project.

C. Detailed Proposed Project Description

Provide the following information in the detailed proposed project description:

- ☐ Project scope, why the project is needed and how it addresses project considerations.
- ☐ List of key project tasks and the outcome(s) of each task.
- ☐ List of work products.
- ☐ Project schedule showing the progress and completion of key project tasks by quarter. The schedule must show that all tasks will be completed within the project period.
- ☐ Project includes a field component such as survey(s), educational, training or volunteer program/activities. The applicant must provide details on how these activities will be conducted in accordance with the appropriate regulations and will follow recognized best practices and take the necessary steps to minimize the risk of spreading invasive species and to minimize the impact to the human environment during this period.
- ☐ Source of secured match.

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- ☐ Project coordinates in decimal degree format or degrees, minutes, seconds format. If there is no specific project point location (e.g., regional or statewide study), please provide coordinates for the location of your organization and label as such.

D. Project Tasks and Schedule

Display time lines for major tasks, target milestones for critical intermediate and final products, and key project outcomes/deliverables.

Tasks	Jan.- March 2019	April- June 2019	July- Sept 2019	Oct- Dec 2019	Work Products / Performance Metrics
1.					
2.					
3.					
4.					
5.					

E. Organizational Capability

Describe the qualifications of the individual(s) anticipated to work on the project and the experience of the applicant in managing grant projects.

F. Detailed Project Budget

Download and use one of the following budget forms based on your organization's approach towards project indirect costs:

- Use this budget form if the project does not require any reimbursement of indirect costs.
[OGL Project Budget Worksheet – Federal and Non Federal Funds \(www.michigan.gov/documents/deq/deq-ogl-BudgetProposal-FedandNonFedFunds_536539_7.xlsx\)](http://www.michigan.gov/documents/deq/deq-ogl-BudgetProposal-FedandNonFedFunds_536539_7.xlsx).
- Use this budget form if the project requires reimbursement of indirect costs, but the applicant does not have a Negotiated Indirect Cost Rate Agreement (NICRA). This budget form will calculate the indirect costs utilizing a 10% de minimis rate.
[OGL Project Budget Worksheet - 10 Percent De minimis \(www.michigan.gov/documents/deq/deq-ogl-Budget_Proposal-10percent-de-minimis_536541_7.xlsx\)](http://www.michigan.gov/documents/deq/deq-ogl-Budget_Proposal-10percent-de-minimis_536541_7.xlsx).
- Use this budget form if the applicant has a NICRA and is asking for reimbursement of indirect costs.
[OGL Project Budget Worksheet – \(NICRA\) Federally Negotiated Indirect Cost Rate \(www.michigan.gov/documents/deq/deq-ogl-Budget-Proposal-NICRAFederally-Negotiated-Rate_536547_7.xlsx\)](http://www.michigan.gov/documents/deq/deq-ogl-Budget-Proposal-NICRAFederally-Negotiated-Rate_536547_7.xlsx).

The completed budget spreadsheet file should be included in the CD or USB flash drive with the application and will not count toward the application page limit.

Applicants must provide proof of a successful audit for a period ending within the 24 months immediately preceding the proposal due date and, as appropriate, the organizational NICRA.

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VI. Resolution of Support

Applications from local units of government must include a resolution of support or equivalent authorization from the legislative body. The resolution of support may be included in the submittal as a hard copy or PDF file and will not count toward the 12-page application limit. An example can be found at www.mi.gov/documents/deq/deq-ogl-czmp-ResolutionofSupport_407111_7.doc

VII. Supporting Information

A. Information Required for Projects Creating Geospatial and Environmental Data

Environmental Data are defined as recorded and derived observations and measurements of the physical, chemical, biological, geological and geophysical properties and conditions of the oceans, atmosphere, space environment, sun and solid earth, as well as correlative data such as socio-economic data, related documentation and metadata.

Applicants with projects that include such data must submit a completed NOAA Data Sharing Plan (http://www.michigan.gov/documents/deq/FINAL_NOAA_Data_Sharing_Plan_Document_-_MTW-GB_434732_7.doc?20130930092422) for each data set to be developed through the project.

The OGL may, at its discretion, make publicly visible the NOAA Data Sharing Plan from funded proposals, or use information from the NOAA Data Sharing Plan to produce a formal metadata record and include that metadata in an online inventory to indicate the pending availability of new data.

Projects creating new geospatial or environmental data, if funded, must comply with NOAA data sharing and quality control requirements summarized below.

B. Data Sharing and Quality Control Requirements

- Geospatial data and environmental data collected and/or created under the project are posted online.
- Data are provided free of charge or are available at a minimal cost (not to exceed the cost of distribution to the user).
- Data are made available in a timely manner (typically no later than two (2) years after creation) except when limited by law, regulation, policy or security requirements.
- Data are understandable to users and available in a form that permits further analysis or reuse.
- Data are in a machine-readable format, and sufficiently documented using open metadata standards to enable users to independently read and understand the data.
- Data undergo quality control provisions, and a description of the QC process and results are referenced in the metadata.

The following information, if relevant, is encouraged to increase the competitiveness of the application:

- Explanation of how the proposed project is consistent with existing plans and ordinances.
- Indication of local support for the project, and identification of agencies or organizations partnering on the project. Letters of support from the public and letters of commitment from project partners may be included in the application submittal as hard copies or Portable Document Format (PDF) files and will not count toward the application page limit.
- A letter from each entity contributing match, with amount specified, must be received and will not count toward the application page limit.
- Description of how the proposed project leverages other technical or financial resources.

The Michigan Department of Natural Resources will not discriminate against any individual or

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group on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation. Questions or concerns should be directed to the Quality of Life – Office of Human Resources, P.O. Box 30473, Lansing, MI 48909-7973.